



Linda McCulloch, Superintendent
Montana Office of Public Instruction
PO Box 202501
Helena, Montana 59620-2501
www.opi.mt.gov

SCHOLASTIC REVIEW & SCHOOL IMPROVEMENT ACTION PLAN

Purpose: To create a "script" for your improvement effort and support implementation.

Directions:

1. Using this form as a template, develop an action plan for each goal identified through the needs assessment process. Modify the form as needed to fit your unique context.
2. Copy the action plan on to poster board and display in a central area.
3. Keep copies handy to bring to meetings to review and update regularly. You may decide to develop new action plans for new phases of your improvement effort.

Indicator (written out)

Goal

Task/Action Steps <i>What will be done?</i>	Responsibilities <i>Who will do it?</i>	Resources <i>(Funding/Time/People/Materials)</i>	Timeline <i>By When? (Day/Month)</i>
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
5.	5.	5.	5.

Implications for Professional Development

Implications for Family Involvement

Evidence of Success *(How will you know you're making progress? What are your benchmarks?)*

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

CONTINUOUS IMPROVEMENT PLANS

(Action plan review and updates)

<u>Results/Accomplishments</u>	<u>Next Steps</u> _____	<u>Date</u> _____
<u>Results/Accomplishments</u>	<u>Next Steps</u> _____	<u>Date</u> _____
<u>Results/Accomplishments</u>	<u>Next Steps</u> _____	<u>Date</u> _____
<u>Results/Accomplishments</u>	<u>Next Steps</u> _____	<u>Date</u> _____